

ATTACHMENT 2

**State of Nebraska
Department of Health and Human Services Regulation and Licensure
Water Well Standards and Contractors' Licensing Board
P.O. Box 95007
Lincoln, NE 68509-5007
(402) 471-0546**

APPLICATION FOR APPROVAL OF CONTINUING EDUCATION PROGRAM

INSTRUCTIONS

1. The application must be complete.
2. The following materials must be attached to the application and submitted for review:
 - a. A description in detail of program content.
 - b. A description of program objectives.
 - c. A description of the qualifications of each presenter.
3. In the case of application by a provider, a description of the process the provider uses to verify attendance; a sample of any document the provider plans to issue to attendees; and, the means by which and the time the provider intends to maintain records of attendance.
4. In the case of application by a license or certificate holder a copy of any written evidence or certification of attendance of the program from the provider showing attendance and completion of the program and properly executed affidavit of completion of continuing education programs.
5. An applicant may submit such additional documents or information as the applicant may consider relevant to the application and in compliance with the provisions of 178 NAC 11.
6. Program content must relate directly to groundwater or the water well industry and shall include but not be limited to water wells and water well pump standards, geologic characteristics of the state, state groundwater laws and regulations, water well construction and pump installation practices and techniques; and water well monitoring.
7. To obtain prior approval of a continuing education program, a complete application must be received by the Board at least sixty-five (65) days prior to the date on which the program is to be presented. Board action on applications received less than 65 days prior to the date on which the program is to be presented may be deferred until the next regularly scheduled Board meeting.
8. After the Board has granted its written approval of an application, the provider is entitled to state upon its publications: "This program is approved for _____ hours of continuing education credit on _____ (type of license or certificate) under the Nebraska Water Well Standards and Contractors' Licensing Act.
9. Applications for approval of a continuing education program made after the program has occurred must be submitted to the Board by the end of the calendar year in which the program was presented.

Applicant _____ Phone _____

Street Address _____

City

State

Zip Code

Program Provider _____ Phone _____

Street Address _____

City

State

Zip Code

Name of Program _____ Program Date(s) _____

Program Location _____

Number of Continuing Education Credit Hours of Which Approval is Requested _____

Occupation(s) to which Program Applies: ☐ Water Well Construction, ☐ Pump Installation, ☐ Monitoring Well Supervisor, ☐ All Occupations

AFFIDAVIT

STATE OF _____)
) SS
COUNTY OF _____)

I, _____ (typed or printed name) depose and say that I am the person named making the aforesaid application and that the information contained in this application is true and correct to the best of my information and belief.

(Signature)

Sworn and subscribed before me on the _____ day of _____, 20____.

SEAL

Notary Public